

Job Description
City of Renton Human Services Advisory Committee

Introduction: Numerous Renton citizens give their time and share their talents to serve as appointed members on various boards and commissions and volunteer on various advisory committees. Without exception, these selfless people have the respect and gratitude of the Mayor, City Council, and municipal employees. The Human Services Advisory Committee is seeking qualified volunteers to join in an important role providing funding for Human Services programs within and around the City of Renton.

Requirements:

- Attend an orientation. The Human Services Advisory Committee notebook will be reviewed, and it will take approximately one hour.
- Must be able to attend monthly meetings, usually the third Tuesday of the month from 3-5pm at City Hall.
- Be willing to serve the remainder of a term if filling a vacated position and/or serve a term of three years.
- Must be able to attend two full-day meetings, usually in June, during the funding recommendation period.
- Be somewhat flexible and willing to spend additional time outside of meetings for homework, site visits, or other networking opportunities.
- Read and rate the applications during the funding process, and participate in the discussions about the funding recommendations.
- If needed, mentor a new member of the committee. This can be done via face-to-face meetings, email, or the telephone. This will require additional time.
- Disclose any conflicts of interest and excuse yourself from discussions and votes where there may be a conflicting interest.

Incentives: Joining the RHSAC is an opportunity to increase your community awareness and gain education about the community in which you live. It also provides you an opportunity to network with other residents and City officials, attend recognition luncheons, as well as gain the gratification from volunteering and giving back to the community.

Qualifications: Individuals who will enable the Committee, as a whole, to make fair and equitable decisions for all “people” within the City of Renton.

The committee is comprised of eleven members, with one member being selected as the Chair and holding the tie-breaker vote.

To ensure that the objective is met, it is necessary to consider each recruit based on his or her geographic location within the City, what diversity he or she adds to the committee – such as gender, age, disabilities, and ethnicity.

Another factor is what each person will bring to the committee, such as their field of expertise, a specific advocacy, or residents who have not been in the “working world”. It is the combination of all the diverse and unique individuals that gives the committee the ability to view all aspects of decision-making.